



December 9, 2011

The Department of Solid Waste has commenced ***“Operation Blue Christmas”*** this week. It’s a Christmas campaign to educate the public about **blue bag recycling**, especially this time of year with so much paper and box waste. Buddy Blue Bag has donned a Christmas jacket, boots and holiday recyclables in his bag and will be on display in Franklin retailers through December 25th. He’ll also be making his first appearance on the BIG screen at the Franklin Theatre during their holiday movie showings later in the month! [Read more here.](#)



There is a lot of interest in the **First Annual COF Door Decorating Contest**. A slight change in judging, please have your door or window completed by Wednesday December 14. The judges, made up of non-employees, will judge on Thursday, beginning at 9am and may come during different times of the day. We’ll **announce the winners on December 16 at the Christmas Breakfast at City Hall** and in the ebriief. Everyone is invited to participate, including offices outside City Hall. So far we have doors or windows from Police, Streets, and City Hall. Other departments need to get in the game! Please let Milissa.reierson@franklintn.gov know if you have a door or window that we need to include in the contest and we will get the judging team over to see it prior to the Christmas Breakfast! The grand prize is a **PIZZA PARTY** with me and Mayor Ken Moore for the office with the winning door. We’ll award the prize in January. We’ll also award **runner up prizes for “Best Theme”, and “Most Bling.”** Have fun decorating, Can’t wait to see what you come up with!!



The Franklin Firefighters 4th Annual Toy and Clothing Drive is happening now. To contribute, stop by any Franklin Fire Station, City Hall or Avenue Bank in Cool Springs, and select a card from the Christmas fire hydrant toy drive display with a child’s specific gift request on it. New, unwrapped gifts should be returned with request cards to the collection stations by **Monday December 12th**. Monetary donations are accepted as well and all contributions are tax deductible. Additionally, firefighters are selling the t-shirts pictured below to

help raise funds for the event. Long sleeve brown shirts (\$20) and short sleeve navy shirts (\$15) are available in adult sizes at the Franklin Fire Department’s administrative offices in City Hall, and at Avenue Bank. Since 2008, the toy and clothing drive has benefitted more than 800 children throughout Williamson County. [Read more here.](#)



It’s always good to remind everyone of the **City’s Media Policy**. It is located on the employee intranet under the Admin tab and shared documents. We understand that members of the technical and professional staff possess special skills and expertise in their respective fields.

Communicating with the media, however, is also a skill that requires special training and experience and which benefits from adherence to established procedures.

For this reason, whenever possible, **the communications office is the primary point of contact for inquiries from the media, or any on camera interviews**. The communications staff may arrange for an interview with technical staff or serve as the department spokesperson, depending on the issue, but should always be informed of media calls **before** the city responds or provides information.

If you receive a call from a reporter, a simple way to handle this is to say very politely:

"We will be glad to provide you with information, but we do ask that you please coordinate your request through our communications office." Then provide the name and telephone number of one of the department's communications officers:



Milissa Reiersen, Communications Manager

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If a reporter asks, "Does this mean you can't or won't talk to me?" – the answer is always:

"Of course not, we just ask that you coordinate your request through our communications office." If you receive a message from a reporter on your voicemail, please notify the communications office and we will be happy to return the reporter's call for you. [Read more here](#). And always, **never speak "off the record."** Remember, all of your comments to a reporter, even if they are made casually or in a social situation, are fair game for the story. Don't speak off the record, and don't say anything to a reporter you would not be comfortable having attributed to you in the newspaper or on the evening news.

Susan Coleman in Planning and Sustainability is the winner for the Mayor's parking spot next week. Lori Jarosz, of Planning nominated Susan. She said, *"I would like to nominate Susan Coleman for the Mayor's spot because she is the life line of the Planning and Sustainability Department. Susan is always on top of her game with everything like the software we use, the plans that have been submitted and all the filing she does. She is the best and greatest person in the world to work with."* **Susan can begin parking in the Mayor's spot on Monday, December 12. Surely you have seen SOMEONE going above and beyond at work.** If you have, **nominate them** at agoodjob@franklinton.gov .

Have a great weekend and don't forget the *Dickens of a Christmas* is happening this weekend in Downtown Franklin. Thank you to our special events team who make this event a success each year.

Excellence, Innovation, Teamwork, Integrity, Action-Oriented